



Department of Behavioral Health and Developmental Services  
**PHYSICAL ENVIRONMENT REVIEW FORM**  
 Office of Licensing

PROVIDER:		LICENSE #:
SERVICE:		SPECIALIST:
DATE:	<input type="checkbox"/> Scheduled Inspection	<input type="checkbox"/> Unannounced Inspection

Regulation	DESCRIPTION	Service Score	Service Score	Service Score
§140	License is Available			
§150.4	Abbreviated Statement of Human Rights Posted			
§220.1	Indemnity Coverage: General liability;			
§220.2	Indemnity Coverage: Professional liability;			
§220.3	Indemnity Coverage: Vehicular liability;			
§220.4	Indemnity Coverage: Property damage.			
§240.C	Individual handling resident funds is indemnified/surety bonds			
§260	Certificate of Occupancy			
§265	Floor plan with room dimensions			
§280.A	Physical environment appropriate to population & services			
§280.B	Furnishings clean, dry, free of odors, safe & maintained			
§280.C	Environment design, structure, furnishings & lighting appropriate to population & services			
§280.D	Floor surfaces & coverings promote mobility, and maintaining sanitary conditions			
§280.E	Physical Environment well ventilated			
§280.F	Adequate hot/cold water between 100°-110°			
§280.G	Lighting sufficient for activities & all areas lighted for safety			
§280.H	Recycling, composting & garbage shall not create nuisance, permit disease transmission or breed insects/rodents			
§280.I	Smoke free areas			
§280.J	After 9/19/02 minimum room height 7½ feet			
§290	Services that prepare food—annual food service inspection			
§300.A	If not on public water, annual Sewer & Water Inspections			
§300.B	Locations not on public water, annual water system inspections			
§310	Written weapons policy that requires no weapons, unless			
§310.1	In possession of licensed security or sworn law enforcement			
§310.2	Kept securely under lock & key			
§310.3	Used under the supervision of a responsible adult in accordance with policy			
§320	Residential facilities over eight beds annual certification of maintenance under Virginia Statewide Fire-Safety Code			
§325	Community Liaison shall be designated by provider			
§330.A	Provider not operate more beds than licensed for			
§330.B	ICF/MR facility limited to twelve (12) beds at any one location			
§340.A.1	Single occupancy >80 square feet			
§340.A.2	Multiple occupancy at least >60 square feet per person			
§340.B	No more than four individuals share a room, except in group homes where no more than two (2) shall share a bedroom in all homes opened after 12/7/11.			
§340.C	Adequate storage space accessible to bedroom for each individual			
§350	Beds shall be clean, comfortable, mattress, pillow, blanket, &			

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	linens. Soiled linen changed with staff assistance if necessary			
<b>§360.A</b>	Bedrooms & bathrooms windows provide privacy			
<b>§360.B</b>	Bathrooms not intended for individual use shall provide for privacy			
<b>§360.C</b>	No path of travel to a bathroom through a bedroom			
<b>§370</b>	After 1/13/1995, one toilet, hand basin, shower or bath for every 4 individuals			
<b>§380</b>	Adequate lighting in halls & bathrooms at night			
<b>§520.C</b>	At least annual safety inspections at all service locations			
<b>§530.8</b>	Supporting documents that may be needed in an emergency: locations of utilities, designated escape routes, list of major resources such as shelters			
<b>§530.9</b>	Schedule for testing implementation of emergency plan & conducting emergency preparedness drills			
<b>§540.A</b>	Telephones available for emergencies			
<b>§540.B</b>	Posted ER telephone numbers near to telephones to include: nearest hospital, ambulance service, rescue squad, trained medical personnel, poison control & police			
<b>§550</b>	First aid kit to include: thermometer, bandages, saline, band-aids, sterile gauze, tweezers, instant ice pack, adhesive tape, first aid cream, & antiseptic soap			
<b>§560</b>	Operable flashlights			
<b>§740.C</b>	Locations for physical exams ensure privacy			
<b>§750.B</b>	Emergency medical information readily available			
<b>§790.A.1</b>	Pharmacy/drug storage & disposal in compliance with Drug Control Act			
<b>§790.A.2</b>	VA Board of pharmacy regulations			
<b>§790.A.3</b>	VA Board of Nursing regulations & Medication Administration Curriculum			
<b>§790.A.4</b>	Applicable federal laws relating to controlled substances			
<b>§840.A</b>	Seclusion rooms meet design requirements for use for detention			
<b>§840.B</b>	Be at least six feet wide by six feet long, minimum ceiling height 8'			
<b>§840.C</b>	Free of protrusions, sharp corners, hardware or fixtures that could cause injury			
<b>§840.D</b>	Windows constructed to minimize breakage			
<b>§840.E</b>	Light fixtures recessed; controls outside room			
<b>§840.F</b>	Doors 32 inches wide, open outward, observation panel not exceeding 120 square inches			
<b>§840.G</b>	Contains only mattress & pillow			
<b>§840.H</b>	Temperature appropriate for season			
<b>§840.I</b>	All spaces visible through locked door			
<b>§900.A</b>	When not in use active & closed records stored in locked cabinet or room			
<b>§900.B</b>	Physical & Data security controls for electronic records			